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4 August 1982

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MEMORANDUM FOR: Chief, Personnel and Training Branch, AS

FROM:

[REDACTED]
Chief, Executive and Planning Staff

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SUBJECT: Personnel Actions for Production Group Employees

1. This memorandum requests that a mass action be cut for Production Group employees to facilitate a change in budgeting procedures. Production Group personnel are presently charged to FANs 0600, 0610, 0620, and 0510. As a result of an adjustment in the FBIS OMB budget, they must now all be charged to FAN 0910.

2. The mass action must be in the Office of Personnel by 3 September 1982 to allow sufficient time for the change to become effective on 1 October 1982.

3. If required, FBIS/B&F will provide a list of names and employees numbers to be charged to FAN 0910.

[REDACTED]

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DDS&T/FBIS/E&P

(3Aug82)

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